Note: External posting for the public is concurrent with internal posting for the Teamsters Union; therefore, if a qualified applicant applies from within the bargaining unit that person could be selected for the position.

Opening Date: April 12, 2018  
Closing Date: April 30, 2018  
Department: Public Works Department  
Hourly Wage: $20.73-$23.78  
(Note: An additional $2.50 per hour is paid into Teamsters Pension)

Job Summary
Drive a variety of trucks, pull a variety of trailers, haul heavy equipment and perform miscellaneous labor and flagging in support of county road maintenance, construction, and repair. This position is subject to call-outs or extended hours during storm and/or emergency conditions and/or emergency response to a variety of road related occurrences. Crew members are expected to be capable of working independently during normal work hours and during call-outs.

Examples of Duties
(Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

-Operate dump trucks, utility trucks, fifth wheel tractor trucks, and tanker trucks, automatic or manual transmissions. Installing and adjusting tire chains, walk around inspections, greasing and minor maintenance.
-Snow plowing and sand roads during storm events.
-Perform tasks common to road maintenance work such as: traffic control flagging, lifting and moving signs and barricades, asphalt patching, brush cutting, guardrail and fence repair, jetting of culverts, and storm cleanup.
-Respond effectively to public concerns.

Minimum Requirements
-High school graduate or GED.
-Minimum of two years experience truck driving (or combination of experience and training).
-Ability to perform the physical requirements of this position including strenuous labor and exposure to variable weather conditions.
-Possess a valid WA State Commercial Drivers License A with endorsement N for Tanker Trailers.
-Ability to obtain a First-aid/CPR and a Flagger’s Card within sixty days of hire date.
-Must pass pre-employment drug test.

Note: There is a six (6) month probationary period.

Application & Selection Process
Applicants are required to submit a Mason County Application AND a Resume and Cover Letter. The completed application may include additional pages of employment history using the application format. The completed application will be used as the primary document to determine if minimum qualifications are met for this recruitment. Misrepresentation, incomplete, or inaccurate entries may be the cause of application rejection, removal from the employment list, or discharge from county service. Applicants will be screened base upon education and experience, and the top candidates will be scheduled for interviews. Selection factors will include demonstrated knowledge and abilities for the particular position. This selection process may be subject to change.

Return Applications to: Mason County Human Resources  
Mailing Address - 411 North 5th Street, Shelton, WA 98584  
Physical Address - 423 North 5th Street, Shelton, WA 98584  
humanresources@co.mason.wa.us  
Phone-(360) 427-9670 X 290  Fax-(360) 427-8439
This information does not constitute an expressed or implied contract or offer of employment. Any provision contained herein may be modified and/or revoked without notice.

Application Instructions – Carefully read the posting and note the minimum qualifications and the selection process. Please indicate all relevant education and experience on the application. A County application is always required and is utilized as the primary document to determine if the applicant meets the minimum qualifications. Resumes can be included as a supplement but cannot be used in lieu of completing the application. Applications must be entirely completed, and “see resume” will not be acceptable. Applicants applying for more than one position must complete a separate application for each position. Applications must be signed and dated, and returned to the Human Resources Department on or before the closing date. Completed applications should be submitted or mailed to: Mason County Human Resources, 411 North Fifth Street, Shelton, WA 98584, humanresources@co.mason.wa.us. Mailed applications must be postmarked no later than the closing date. Additional materials will not be accepted after the closing date (with exception to mailed applications/material with postmark by the closing date). Applicants should keep a copy of their completed application and any supplemental pages because they will not be returned nor copied after receipt.

Applicant Qualifications – All candidates must meet minimum requirements. Often, the most competitive applicants will possess qualifications far exceeding the required minimum. If a large number of applications are received, only the most qualified applicants will be involved in the selection process.

Authorization to Work – Successful candidates must present documentation proving authorization to work in the United States (as required by federal law).

Union Affiliation – Joining a union may be a condition of employment for some positions pursuant to the exception as noted in RCW 41.56.122(1) and any other rights afforded by law.

Work Environment – Mason County maintains a drug-free work environment and prohibits smoking in all County buildings.

“At-will” Positions – Some positions are considered “at-will” or at the pleasure of the employer. Therefore, the County does not need to establish “just cause” or “cause” to terminate the employment relationship. Selection to at-will position does not create or constitute an employment contract or agreement.

Affirmative Action/Equal Employment Opportunity – Mason County is an equal opportunity employer, committed to fair employment practices and does not unlawfully discriminate on the basis of race, sex, age, color, sexual orientation, religion, national origin, marital status, genetic information, veteran’s status, disability, or any other bias prohibited by federal, state or local law.

Accommodation – Applicants with a disability requiring accommodation during the selection process should notify the Human Resources Department at (360) 427-9670 Ext. 290.

Health Insurance – Regular full-time employees and their qualifying dependents are eligible for medical, dental, vision, and life insurance coverage. Some regular part-time employees may receive the same coverage. Employees may partially contribute premiums depending upon the type of coverage selected.

Paid Leave – Sick leave, holidays, and vacation are provided in accordance with the County policy or union contracts. Vacation accrual rates increase at regular intervals based on length of service with the County.

Retirement Plan – All regular Mason County employees are enrolled in the Washington State Public Employee’s Retirement System (PERS, PSERS or LEOFF). The County and employees contribute jointly to the plans.